



**COUNTY OF LOS ANGELES
DEPARTMENT OF AUDITOR-CONTROLLER**

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JOHN NAIMO
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July 23, 2014

TO: Audit Committee

FROM: John Naimo
Acting Auditor-Controller

SUBJECT: **SUNSET REVIEW FOR THE LOS ANGELES COUNTY AVIATION
COMMISSION**

RECOMMENDATION

The Audit Committee recommend to the Board of Supervisors (Board) to extend the Los Angeles County Aviation Commission's (Commission) sunset review date to June 1, 2019.

BACKGROUND

The Board established and has continued the Commission pursuant to Los Angeles County Code Chapter 3.08. The Board approved the most recent sunset review date extension in September 2010.

The Commission advises and provides recommendations to the Board, Department of Public Works (DPW), and Department of Regional Planning (DRP) regarding County airport and helipad operations, safe and orderly aviation development, and compatible land use and zoning near airports.

The Commission is comprised of ten members. Two members are appointed by each of the five Supervisors. The Commission meets monthly and the members receive a \$25 stipend per meeting (up to 24 meetings per fiscal year).

The Commission does not have an operating budget. DPW provides the Commission with necessary support staff, services, supplies, and stipends. DPW estimates that they incurred approximately \$28,700 in expenditures on behalf of the Commission during Fiscal Year 2012-13.

JUSTIFICATION

The Commission held 34 meetings from January 2011 to March 2014 (approximately ten meetings each year). The average meeting attendance was 71% of the members.

The Commission primarily advises the Board, DPW, and DRP regarding County airport operations and general aviation issues. During this evaluation period, the Commission was involved in establishing Minimum Standards and Permits for all of the five County airports, which identify the requirements for entities conducting aeronautical activities or providing aeronautical products and services at the airports. They were also involved with several capital improvements and maintenance projects at County airports (e.g., apron repair, runway resurfacing, etc.). In addition, the Commission provided input on County airport service costs, land development, and master plans.

The Commission's objective for the coming period is to continue advising the Board, DPW, and DRP regarding County airport operations and aviation issues, including some additional planned capital improvements and maintenance projects.

Please call me if you have any questions, or your staff may contact Robert Smythe at (213) 253-0101.

JN:AB:RS:YK

Attachment

c: Peter Amundson, Chairman, Aviation Commission
Richard L. Smith, Chief, DPW Aviation Division
Twila P. Kerr, Acting Chief, Commission Services

COMMISSION SUNSET REVIEW
LOS ANGELES COUNTY AVIATION COMMISSION
REVIEW COMMENTS

Mission. Does the mission statement agree with the Board of Supervisors' (Board) purpose and expectations?

The stated mission is as set forth in the ordinance establishing the Los Angeles County Aviation Commission (Commission). **CONCUR.**

Section 1. Relevance. Is the mission still relevant and in agreement with the Board's purpose and expectations?

The Commission advises and provides recommendations to the Board, Department of Public Works (DPW), and Department of Regional Planning (DRP) regarding County airport and helipad operations, safe and orderly aviation development, and compatible land use and zoning near airports.

The Commission's mission appears to be **RELEVANT.**

Section 2. Meetings and Attendance. Are required meetings held and is attendance satisfactory?

The Commission meets monthly. They held 34 meetings from January 2011 to March 2014 (approximately ten meetings each year). The average meeting attendance was 71% of the members.

The Commission's meeting frequency and attendance are **SATISFACTORY.**

Sections 3 and 4. Accomplishments and Results. Are listed accomplishments and results significant?

The Commission's accomplishments during this evaluation period included the following:

- Assisted in establishing Minimum Standards and Permits for all of the five County airports, which identify the requirements for entities conducting aeronautical activities or providing aeronautical products and services at the airports. The Board adopted and approved the Minimum Standards and Permits on October 30, 2012.
- Involved with several capital improvements and maintenance projects at County airports, including apron repair and runway resurfacing at Brackett

Field Airport and upgrading taxiway connectors at San Gabriel Valley Airport.

- Provided input on County airport service costs and land development, including opposing a proposed retail building at Whiteman Airport due to incompatible land use and safety issues.
- Lobbied United States Congress to continue funding the Federal Aviation Administration's Contract Tower Program, which provides essential air traffic safety services to various small airports.

The Commission's accomplishments and results are **SIGNIFICANT**.

Section 5. Objectives. Are the objectives compatible with the mission and goals and relevant within the current County environment?

The Commission's objective for the coming period is to continue advising the Board, DPW, and DRP regarding County airport operations and aviation issues. They will also be involved with planned capital improvements and maintenance projects. For example, runway and/or apron repairs are planned for General William J. Fox Airfield, San Gabriel Valley Airport, and Compton/Woodley Airport.

The Commission's future objectives appear **RELEVANT**.

Section 6. Resources. Are the resources utilized by the entity in support of the entity's activities warranted in terms of the accomplishments and results?

Commission members receive a \$25 stipend per meeting (up to 24 meetings per fiscal year). The Commission does not have an operating budget. DPW provides the Commission with necessary support staff, services, supplies, and stipends. DPW estimates that they incurred approximately \$28,700 in expenditures on behalf of the Commission during Fiscal Year 2012-13.

The Commission's expenses appear to be **WARRANTED**.

Section 7. Recommendation.

EXTEND THE SUNSET REVIEW DATE FOR THE LOS ANGELES COUNTY AVIATION COMMISSION TO JUNE 1, 2019.